
Selectboard Meeting
July 2, 2015 at 7:00 p.m.
Jericho Town Hall, 67 Vermont Route 15

Members present: Tim Nulty (Chair), Catherine McMains, Kim Mercer

Others present: Todd Odit (Town Administrator), Amy Richardson (Secretary), Stuart Alexander, Chuck Lacy, Bill Bresee, Robert Grandchamp, Frank Fisler, Matt Thompson, Chris Corbin

The public hearing was called to order by Ms. McMains at 7:00 p.m.

1. Public Comment.

Mr. Grandchamp asked whether a sidewalk will be coming through his front yard, noting where he lives. Ms. McMains said yes, noting that it will be in the Town's right of way. Mr. Odit added that construction will start this summer. He said the bid was awarded a couple weeks ago and he will post on Front Porch Forum prior to construction. He told Mr. Grandchamp to stop by to see him so he could see the plans.

Mr. Nulty arrived at 7:03 p.m.

2. Public Hearing on Bike/Pedestrian Grant Applications.

Mr. Odit said the public hearing is a formality, noting they discussed the projects at the last meeting. He described the grant applications and the corresponding projects, as follows:

- A scoping studies grant to look at connecting Jericho Corners with the Riverside-Underhill Flats area.
- A small scale construction grant for crossing solution in front of the store in Jericho Center and flashing beacons on River Road.
- A large construction grant for segment two of the multimodal path from Pratt Road to Lee River Road.

Mr. Odit and the Selectboard members discussed the projects. Mr. Bresee said it would be the brass ring to connect Jericho Corners with the Riverside area. He asked about the old rail right of way. Mr. Odit stated that is private. Mr. Nulty asked about the Town's records concerning its remaining rights of ways. Mr. Odit explained that the bike/pedestrian study did a good job of identifying the ones we still have.

On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard approved submitting the grant applications for a shared path scoping study; small scale construction for flashing beacons and raised pedestrian crosswalk; and large scale construction for the multimodal path in Jericho Center as discussed.** The motion passed 3-0.

3. Meet with Fire Services Task Force.

The Fire Services Task Force (FSTF) members introduced themselves to each other. Mr. Lacy said their first meeting is going to be on July 20th. The Selectboard and the FSTF discussed the following: the mission of the Task Force; open meeting rules; the Underhill-Jericho Fire Department (UJFD) budgeting process; the Town's contract with UJFD; different structures; public safety; the Town of Underhill's role; public outreach; some history of the relationship between the Town and UJFD; fundraising; and incident response. The Selectboard thanked the members for volunteering.

4. Approve Village Center Designation Application.

Mr. Odit said the application is to renew the Village Center Designation for the Riverside area. Mr. Nulty asked if it was for three years. Mr. Odit responded it was for five years.

51 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved the application for a Village**
52 **Center Designation for the Riverside Village area.** The motion passed 3-0.

53

54 **5. Fiscal Year 2015 (FY15) Year End Transfers.**

55 Mr. Odit said some of the transfers have been pre-approved, noting which ones. He said other transfers to
56 reserves are mandated, noting those transfers. Mr. Odit said there are some accruals and a payroll that will be
57 posted. Mr. Nulty asked what type of accruals. Mr. Odit explained the accruals relate to grant funded projects.
58 He and Mr. Nulty discussed the matter further. Mr. Odit stated the Town will end the fiscal year with a positive
59 fund balance of approximately \$180,000.

60

61 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard approved transfers out of reserves as**
62 **presented on July 2, 2015 by staff and transfers to reserves as presented by staff.** The motion passed 3-0.

63

64 Mr. Odit said the Selectboard will set the tax rate at the next meeting on July 16th. He said assuming there are no
65 errors in the Grand List; it looks like the Town general fund tax rate increase will be a little less than at budget at
66 around \$9 per \$100,000. He and the Selectboard members discussed the matter further. They also discussed
67 the change to the tax bills and notices.

68

69 **6. Approve Minutes of 6/18/2015.**

70 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard approved minutes from 6/18/2015 as**
71 **amended.** The motion passed 3-0.

72

73 **7. Approve Warrants of 6/26/2015.**

74 The Selectboard members present signed the warrants.

75

76 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard entered Executive Session to discuss**
77 **real estate at 8:15 p.m.** The motion passed 3-0.

78

79 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard exited Executive Session at 8:35 p.m.**
80 The motion passed 3-0.

81

82 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard adjourned at 8:36 p.m.** The motion
83 passed 3-0.

84

85 Respectfully Submitted,

86 Amy Richardson

Selectboard Meeting
July 16, 2015 at 7:00 p.m.
Jericho Town Hall, 67 Vermont Route 15

Members present: Tim Nulty (Chair), Catherine McMains, Kim Mercer

Others present: Todd Odit (Town Administrator), Amy Richardson (Secretary), Andrew Albright, Roger Putzel

The public hearing was called to order by Mr. Nulty at 7:02 p.m.

1. Public Comment.

Mr. Albright discussed a situation that occurred at the intersection of Old Pump Road and Route 15 involving someone parking blocking the road. He said cars are parked there regularly and suggested posting some "No Parking" signs. The Selectboard agreed that would make sense. They discussed the situation further with Mr. Albright and agreed to add signage. Mr. Nulty asked Mr. Odit to speak to them. Mr. Odit agreed to contact them and to have the signs installed.

2. Set Fiscal Year 2016 (FY16) Tax Rate.

Mr. Odit discussed the tax rates, noting the following:

- The General Fund rate is \$.4668, which is a 2% increase from the previous fiscal year;
- The Local Agreement rate is \$.0125, which is a 1% decrease from the previous year;
- The School Rate decreased 2% to \$1.4838; and
- The Non-residential rate increased 3%.

Mr. Odit said that most people's overall tax bill, assuming their reassessment stays the same, should go down. Ms. McMains asked about the reassessments. Mr. Odit discussed the timing. The Selectboard and Mr. Odit discussed the trends in tax rates and assessments. They also discussed what other towns are seeing.

On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard adopted the Fiscal Year 2016 General Fund tax rate of \$.4668 and Local Agreement rate of \$.0125.** The motion passed 3-0.

3. Request to Discuss Traffic Circle at Lee River/Browns Trace Intersection.

Mr. Nulty discussed a near accident at the intersection the previous day. Ms. McMains discussed an example at the Plains Road and Lee River Road intersection. Mr. Putzel stated something is wrong with the design of that intersection. Ms. McMains agreed, saying it was targeted in the Transportation Study recently completed. She discussed the history of the intersection. The Selectboard and Mr. Odit discussed the change to Browns Trace Road for the main route.

Mr. Putzel corrected the agenda item, saying it is not a traffic circle, but a roundabout he would like to see. He discussed the differences between the two. He suggested since the intersection is the entrance for the National Guard and they built the ball field as a project in lieu of taxes, that this would be a natural project that they could design it so their own trucks pass easily. Mr. Nulty said that is a good idea since they are a major party of interest. Mr. Odit suggested determining whether a roundabout is the right solution, noting reconfiguration of the intersection might solve the problem. Ms. McMains said the Transportation Study gives both of the options.

Mr. Odit said there is also a historic site at the corner of Browns Trace Road and Lee River Road. He suggested starting with the Transportation Study. He discussed the three intersections identified in the study, noting the State may be able to initiate two of them, leaving us this one. Mr. Odit said we could inquire with the Guard, or

51 get a formal scoping study to look at how to address the intersection in the best way possible. The Selectboard,
52 Mr. Odit, and Mr. Putzel discussed the matter further, including the historic nature of the intersection, the role of
53 a roundabout in reducing speed and with new drivers. Mr. Odit stated all of those things would be addressed in
54 a scoping study. He and the Selectboard members discussed a scoping study further, agreeing they need to look
55 at the problem, weighing the costs and the benefits. Mr. Putzel asked them to consider his letter.

56
57 Mr. Albright added that a roundabout does not need to be round. Those present discussed roundabouts and the
58 intersection further. Mr. Odit said this would come up during the Capital Budget process. Ms. McMains
59 discussed the Capital Budget process. Ms. Mercer thanked Mr. Putzel for his letter, which offered a solution and
60 made a strong case. The Selectboard members discussed the matter further. Mr. Albright pointed out there are
61 two utility poles near the intersection and the streetlight needs to be moved. Mr. Nulty said that pole should be
62 taken down. Mr. Albright agreed, discussing what may be causing the delay. Ms. Mercer noted that Mr. Lacy has
63 mentioned it several times. The Selectboard and Mr. Albright discussed the matter further. Mr. Odit agreed to
64 check into it again.

65
66 **4. Approve Minutes of 7/2/2015.**

67 On a motion by Ms. McMains, seconded by Ms. Mercer, **the Selectboard approved minutes from 7/2/2015 as**
68 **written.** The motion passed 3-0.

69
70 **5. Other Business.**

71 Ms. McMains said hopefully Nashville Road isn't scheduled to be mowed for a while. She said the wild flowers
72 are great and she is enjoying them. The Selectboard discussed how to handle wild parsnips to keep from
73 spreading. Ms. Mercer said she noticed Japanese knotweed, an invasive, along the road. She noted it kills
74 everything. The Selectboard discussed invasives further.

75
76 The Selectboard members discussed meeting attendance for the coming months.

77
78 Ms. McMains said they had a major presentation on the Lake Champlain Basin Report, noting comments are still
79 being taken. She stated new legislation is requiring Regional Planning Commissions (RPC) to take a much more
80 active role. She said the RPC is trying to create a Water Quality Advisory Committee, saying they expect the
81 Town Administrators or Town Planners to attend. Mr. Odit and the Selectboard members discussed who should
82 attend the meetings, the timing, and the expectations. They also discussed what will be required.

83
84 Ms. McMains said the Jericho Energy Task Force (JETF) looked into solar, saying it is difficult because there are
85 two different utilities and different service areas. She discussed the challenges with implementing solar on the
86 land near the Town Garage. The Selectboard and Mr. Odit discussed the matter further. Ms. McMains noted the
87 other Town site is on Packard Road that could serve the Town Hall. She discussed what some communities are
88 doing with solar to get a reduced rate. She stated the JETF will come to the Selectboard with a request for
89 information, noting the benefits.

90
91 Ms. Mercer asked for an update on the issue with the boulders in the river at the Old Red Mill. Mr. Odit said he
92 sent an e-mail to the Stream Engineer for our area, but he has not received a response. He said he will send him
93 another e-mail tomorrow. The Selectboard and Mr. Odit discussed the matter further, including what they have
94 heard and what could have caused the rocks to fall. Ms. Mercer said along the trail, you can see that the entire
95 bank of that river is coming down. She said with each rain there is drastic changes that aren't related to the
96 construction, noting that the Park District goes in a couple of times a year to allow people to walk in there. Mr.
97 Odit agreed there have been a lot more bank failures. Ms. Mercer asked if anyone has replied to Gary. Mr. Nulty
98 said he did. Mr. Odit stated he saw them pouring concrete for the pedestrian bridge today.

100 Mr. Nulty asked about the expected timing for the construction of the sidewalk in the Jericho Center. Mr. Odit
101 discussed the timing, saying they are anticipating starting the third week of August and they have to be
102 completed by October 30th. He said he posted the dates on Front Porch Forum. Mr. Nulty asked about putting in
103 conduit when it is being built. Mr. Odit said he can check, noting it can get tricky because it would be a separate
104 contract on the Town. Mr. Nulty discussed the matter further. Ms. McMains asked if it is something that should
105 be considered in the public works for subdivisions. The Selectboard discussed the matter further.
106

107 **6. Approve Warrants of 7/10/2015.**

108 The Selectboard members present signed the warrants.
109

110 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard adjourned at 7:52p.m.** The motion
111 passed 3-0.
112

113 Respectfully Submitted,
114 Amy Richardson

Selectboard Meeting
August 5, 2015 at 7:00 p.m.
Jericho Town Hall, 67 Vermont Route 15

Members present: Tim Nulty (Chair), Catherine McMains, Kim Mercer

Others present: Todd Odit (Town Administrator), John Alden

The public hearing was called to order by Mr. Nulty at 7:01 p.m.

1. Public Comment.

There was none.

2. Presentation of Town Hall Exterior Repair Report.

Mr. Alden said the big issue is siding, but he is willing to answer any questions. Mr. Nulty asked why siding is an issue. Mr. Alden discussed the concerns, noting his views and what the rules require. He explained some options to be considered. Ms. McMains asked about the impact on the historic district. Mr. Alden discussed the impact with the Selectboard members. The Selectboard, Mr. Odit, and Mr. Alden discussed the financial implications, including potential grant funding. Ms. McMains asked about Vermont Energy Investment Corporation (VEIC) funding.

Mr. Alden discussed how funding from VEIC works and their primary initiatives. Mr. Odit said primarily it is addressing long deferred maintenance on the exterior of the building. Mr. Alden discussed the current condition of the exterior. He also discussed potential approaches to the repairs with the Selectboard members. Ms. McMains suggested accepting the scoping study report and then taking time to prioritize the work at a later time. The Selectboard members and Mr. Alden discussed the report further, including the approach. Mr. Odit suggested doing the work in phases over several years.

On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard requested Mr. Alden to prepare next steps for moving forward with exterior improvements to the building with in a cost conscious manner with attention to not degrading the historic integrity of the building. The motion passed 3-0.

3. Delinquent Dog List.

On a motion Ms. Mercer, seconded by Ms. McMains, the Selectboard approved issuing a warrant to impound unregistered dogs with expired rabies vaccination certificates. The motion passed 3-0.

4. Harvest Market Request.

The Selectboard approved the harvest market request by consent.

5. Municipal Planning Grant Application.

On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard authorized applying for a municipal planning grant in the amount of \$20,000 to study the zoning in the route 15 corridor, specifically the commercial zone. The motion passed 3-0.

51 **6. Approve Minutes of 7/16/2015.**

52

53 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved minutes from 7/16/2015 as**
54 **written.** The motion passed 3-0.

55

56 **7. Approve Warrants of 7/24/2015.**

57 The Selectboard members present signed the warrants.

58

59 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard adjourned at 8:32 p.m.** The motion
60 passed 3-0.

61

62 Respectfully Submitted,

63 Amy Richardson

2
3 **Selectboard Meeting**
4 **September 3, 2015 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Kim Mercer (Chair), Tim Nulty

8
9 **Others present:** Todd Odit (Town Administrator), Graham McAfee, Linda McAfee, Brian Stevens, Catherine
10 Stevens, Dean Davis, Steve Atwood, Don Foote, Jack Manning, Chuck Lacy, Richard Bernstein, Ryan Dudley, Bill
11 Butler, Jim Carroll
12

13 The public hearing was called to order by Ms. Mercer at 7:00 p.m.
14

15 **1. Public Comment.**

16 There was none.
17

18 **2. Town Health Officer Interview/Appointment.**

19 Mr. Odit stated Mr. Bernstein is in attendance to be interviewed for the appointment. Ms. Mercer asked about
20 Mr. Bernstein's understanding of the position. Mr. Bernstein explained his understanding of the position. He
21 discussed the position further with the Selectboard and Mr. Odit. He also discussed his education, training, and
22 experience in the medical field. Mr. Bernstein asked if the citizens of Jericho would contact him directly. Mr. Odit
23 explained how he would normally be contacted. Mr. Bernstein also asked what would happen when he goes out
24 of Town. Mr. Odit said he would recommend the Selectboard appoint a Deputy Health Officer to fill in when he
25 was out of Town. The Selectboard, Mr. Bernstein, and Mr. Odit discussed the matter further.
26

27 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard appointed Mr. Bernstein as the Town**
28 **Health Officer.** The motion passed 2-0.
29

30 **3. Request to Discuss Norton Meadows Access Design.**

31 Mr. McAfee stated he sent a letter to Mr. Odit addressing deficiencies in permitting, discussing those concerns.
32 Mr. Stevens thanked the Selectboard for making the time for them and discussed their concerns about the access
33 to the development further. He also discussed the related Land Use and Development Regulations. He then
34 discussed the proposed development. Ms. Mercer asked what Mr. Stevens' involvement in this matter is and he
35 responded that he is a neighbor, noting many other people in attendance are also neighbors or interested
36 parties.
37

38 Mr. Stevens said that right of way is important to a lot of people because it is on the property line. Mr. McAfee
39 agreed, saying that is the case for him. Mr. Odit stated this Development Review Board (DRB) decision has been
40 appealed to the Environmental Court, but they have not yet ruled on the matter so the individuals asked to be on
41 the agenda. He explained there are differences in grades between private driveways, private roads, and public
42 roads. He discussed the differences between the grades and the related public works specifications. Mr. Odit
43 said he spoke with the Town attorney and it would seem premature for the Selectboard to make a decision prior
44 to the Environmental Court ruling.
45

46 Mr. Stevens disagreed, saying their concern is that access could be granted in advance of any court decision; and
47 that access might be granted based on the fact it is a private driveway and does not conform to the regulations
48 that do apply in this example. Mr. Nulty said that is the argument that is being made in Environmental Court.
49 Mr. Stevens said not necessarily because the access issue vests with the Selectboard, which is separate from the
50 DRB. He discussed the different roles according to the regulations.

Mr. Nulty clarified what is being appealed and what the Environmental Court will be ruling on, whether access is included in that appeal. Mr. Stevens stated he does not believe that access is included. He further discussed the concerns of the neighbors. The Selectboard and Mr. Odit discussed the matter further, including the court's jurisdiction. Ms. Mercer stated some of the material implies that the Selectboard has been involved in the DRB process and clarified the Selectboard does not sit in on or participate in DRB hearings, trusting them to follow the regulations. She said only when there are problems do we get involved.

Mr. Odit discussed the difference between a residence versus a lot within the zoning regulations. Mr. Stevens said the public works specifications are for public safety, saying the difference between a driveway and a road is the expected traffic not the number of lots. He discussed the public safety concerns relating to the access to this development. He and the Selectboard members discussed the matter further, including the question of jurisdiction. Mr. Carroll discussed the different roles in the process. He said there is a lack of clarity in the process. He discussed the matter further, including what is being considered by the judge. Mr. Carroll suggested there is an opportunity to improve the process, saying it will benefit all that are involved and discussing examples. The Selectboard and Mr. Carroll discussed the issue of jurisdiction and the process further.

Mr. McAfee said if there is to be a development; the neighbors do not have a problem if it is done right and if it follows the regulations. Mr. Nulty asked if the neighbors have spoken with the developer. Ms. Stevens said now that it has gone to environmental court the developer will not entertain further discussions. The Selectboard members agreed there is no decision to be made on this matter. Mr. Nulty discussed the roles involved in approvals further. He said the question is basically not to act on the request. Mr. Stevens agreed. Mr. Carroll said the question is whether we are going to follow the public works specifications and is there going to be a public process, with transparency and a debate. Mr. Nulty said we are going to follow the public works specifications and there will be a public process.

4. Discussion of Jericho Center Library Improvements.

Mr. Odit said the discussion has been rescheduled to a later date.

5. Review of Draft Recreation Committee Charter.

Ms. Mercer said there is a draft charter for a new Recreation Committee. Mr. Dudley said the task force was charged with starting a Recreation Committee. He discussed the reasons for creating a committee. He said the task force would like approval of the charter so that they may proceed with recruiting members. Ms. Mercer added that the committee would have between seven and nine members, preferably an odd number. She stated the committee will be hands on. She said they would like to have diverse recreational interests represented. The Selectboard members and Mr. Dudley discussed the matter further.

On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard adopted the Recreation Committee Charter and created the committee.** The motion passed 2-0.

6. Discussion of Dog Bite Laws.

Mr. Odit said he provided the ordinance to the Selectboard members in the event that there are comments and/or questions from the public. Mr. Nulty said there has been, noting the various points of view. He said his understanding is that the Town officials have no legal power to do anything as long as the bite occurred on the owner's property. Mr. Odit agreed, discussing the only avenues available to the Town in this particular circumstance. He stated the statutes are centered on whether the dog has rabies or not. The Selectboard, Mr. Odit, and those present discussed the matter further, including some examples.

Mr. Nulty said he would like to accept Mr. Odit's offer to write up something to be posted on Front Porch Forum from the Selectboard, clarifying the legal aspects. Ms. Mercer agreed.

101 **7. Sign Dog Impoundment Order (Unregistered & Unvaccinated Dogs).**
102 Mr. Odit said at the previous meeting the Selectboard approved a warrant to impound dogs who were
103 unregistered and whose rabies were out of compliance. He stated he sent those people a letter telling them
104 they had two weeks to get the dogs vaccinated and registered. He said that took care of all except for one. The
105 Selectboard and Mr. Odit discussed the matter further, including the warrant format required and the process for
106 enforcement.
107
108 Mr. Lacy stated these are people who have caused the Town a lot of time and money, so he does not see a
109 reason to dance around the matter. Mr. Nulty discussed the point of view that the vaccination is the priority, not
110 the registration. The Selectboard members and Mr. Lacy discussed the matter further, including the
111 responsibilities of the dog owners and the process.
112
113 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard approved the warrant of impoundment of**
114 **unregistered dogs as presented by the staff.** The motion passed 2-0.
115
116 **8. Approve Catering Permit - 4 John Davis Drive 9/26/2015.**
117 Mr. Odit said a request was received for a catering permit at 4 John Davis Drive. Ms. Mercer discussed the
118 request with Mr. Odit.
119
120 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard approved the request for catering permit**
121 **as submitted.** The motion passed 2-0.
122
123 **9. Approve Minutes of 8/5/2015.**
124 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard approved minutes from 8/5/2015 as**
125 **written.** The motion passed 2-0.
126
127 **10. Other Business.**
128 Mr. Nulty asked whether the letter from the Citizens for Property Rights about the GIS mapping needed to be
129 acknowledged in the public meeting. Mr. Odit said it was noted on the agenda.
130
131 Mr. Butler said there is an accessory apartment situation on Nashville Road, asking if the Selectboard is supposed
132 to be the grantors of curb cuts. Mr. Nulty agreed, saying it is called access. Ms. Mercer clarified that the
133 Selectboard delegates that to the Road Commissioner. Mr. Butler said he is giving the Selectboard a heads up
134 about an issue involving inadequate notice, saying a court case be forthcoming. He discussed the location of the
135 property in question. Mr. Nulty suggested he speak with the Road Commissioner. Mr. Butler and the
136 Selectboard discussed the matter further, including notification requirements. Mr. Odit clarified there is
137 currently an appeal before the Development Review Board of zoning permits. He, Mr. Butler, Mr. Lacy, and the
138 Selectboard members discussed the matter further.
139
140 Ms. Mercer asked whether the Town should do something when the pedestrian bridge is finished. Mr. Nulty
141 agreed we should. Ms. Mercer and Mr. Odit discussed timing and press for such an event.
142
143 **11. Approve Warrants of 8/7/2015 and 8/21/2015.**
144 The Selectboard members present signed the warrants.
145
146 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard adjourned at 8:29 p.m.** The motion passed
147 2-0.
148
149 Respectfully Submitted,
150 Amy Richardson

2
3 **Selectboard Meeting**
4 **October 1, 2015 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Kim Mercer (Chair), Catherine McMains

8
9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Barb Adams, Beth Seniw, Robin
10 Bartlett, Jessica Alexander, Roger Dickinson
11

12 The public hearing was called to order by Ms. Mercer at 7:02 p.m.
13

14 **1. Public Comment.**

15 There was none.
16

17 **2. Jericho Center Library Appointments.**

18 Ms. Adams introduced Ms. Seniw, saying she has graciously agreed to serve on the Library Board. She stated
19 they have one other person, Robert Grandchamp who is also interested in serving, but is out of town tonight,
20 discussing his background. Mr. Odit noted that Mr. Grandchamp was at a Selectboard meeting recently with a
21 question about the sidewalk. The Selectboard members and Mr. Odit spoke with Ms. Seniw about the Library
22 and her background. Ms. Adams noted that there is a meeting with the architect on Monday at 7:15 p.m. at the
23 Library and all are welcome to attend. The Selectboard discussed the appointments, asking for Mr. Grandchamp
24 to come to a future meeting or to submit a letter of interest. They discussed how to proceed with Ms. Adams.
25

26 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard appointed Beth Davis Seniw to the**
27 **Jericho Town Library Board of Trustees for a term expiring March 2016.** The motion passed 2-0.
28

29 **3. Mobbs Committee Appointment.**

30 The Selectboard and Mr. Odit discussed the Mobbs Committee appointment, including Mr. Sears' background.
31

32 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard appointed Dick Sears to the Mobbs**
33 **Committee.** The motion passed 2-0.
34

35 **4. Local Corners Meeting - Riverside Route 15 School Crossings - Review Concept Plans.**

36 Mr. Dickinson presented the conceptual plans for the crossing improvements on Route 15 in the Riverside area,
37 noting the following regarding the Route 15 and River Road area:

- 38 • The original grant application for this project envisioned a pedestrian safety island across from Jolley.
- 39 • The existing crossing at the entrance to Jolley will be removed and moved to the south to provide better
40 sight distances.
- 41 • The pedestrian safety island, with other improvements, will provide a sort of gateway to help slow traffic
42 travelling through this area.
- 43 • The corner onto River Road will be tightened up.
- 44 • Historic street lighting poles will be used.
- 45 • Rectangular flashing beacons will be used in conjunction with additional lighting.
- 46 • Pedestrian crossing signs are proposed for both sides of the light poles on both sides of the road.
- 47 • Drainage improvements include catch basins and an infiltration trench in the pedestrian safety island to
48 handle stormwater runoff.

49 Ms. Mercer asked what would happen if the State decided to put a traffic light at the end of River Road. She
50 asked if the proposal would still work if there were a traffic light there. Mr. Odit said the discussion with the
51 Selectboard has been that we would likely only get one traffic light in this stretch of Route 15. He stated that
52 with the proposed development of the sawmill property, it is likely the traffic light would be at the Dickenson
53 Street intersection, which would be reconfigured to be the main thoroughfare with school traffic at the end of
54 River Road. Ms. Mercer clarified this would still work. Mr. Odit agreed, discussing the rationale further. Ms.
55 McMains noted currently there is much more pedestrians crossing at River Road. She asked if the fixtures in the
56 new street lamps would be LED. Mr. Dickinson agreed and pointed out the locations of the street lamps, noting
57 there would be six in total. Ms. Mercer asked if this has to be approved by the State. Mr. Odit stated it does.
58 Ms. Mercer asked about the approval process. Mr. Dickinson, Mr. Odit, and the Selectboard members discussed
59 the matter further.

60
61 Ms. Alexander said on River Road there is a drainage grid that lowers or rises in the winter, asking if it would be
62 connected with the proposed drainage. Mr. Odit responded no. Ms. Alexander indicated the location on the
63 plan. Mr. Odit said that is ours, so that is something we would have to address separately. Mr. Dickinson stated
64 he hasn't looked at that, it is outside the scope. He said that everything proposed is contained within the
65 existing right of way. He then presented the conceptual plans for the crossing improvements on Route 15 at the
66 Dickenson Street intersection noting the following:

- 67 • There is an unofficial crossing at the location without a crosswalk across Route 15, discussing current use.
- 68 • Noted the location of the proposed driveway to the new Jericho Market and the sidewalk they will be
69 building across their frontage.
- 70 • The crossing would shift to the north on the other side of the fire hydrant.
- 71 • Jericho Market is still in the permitting process, but by the time we are ready for construction all of these
72 easements will be in place.
- 73 • The plan maximizes the available space for whatever the Town wants to do with Dickenson Street in the
74 future, keeps the options open.
- 75 • New street lighting is proposed.
- 76 • A crosswalk is proposed across Raceway Road to improve pedestrian safety, which was discussed with
77 vTrans.

78
79 Ms. Mercer clarified the crosswalk would be just painted on. Mr. Odit agreed, saying it will help get drivers
80 attention. He asked how long the sidewalk extension is. Mr. Dickinson said about 80'. Mr. Odit and Mr.
81 Dickinson discussed the matter further, including the work required and possible timing. Mr. Odit noted the
82 schools are very excited, discussing some of the walking initiatives. He said the proposed work would be done in
83 combination with improvements that will be done to the Dickenson Street crossing from the previous
84 bike/pedestrian grant. He stated if all goes well, a significant number of improvements would be made before
85 school next year. Ms. McMains said it is really exciting.

86
87 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard accepted the concept plans for**
88 **crossing improvements on Route 15 in Riverside.** The motion passed 2-0.

89
90 The Selectboard and Mr. Odit thanked Mr. Dickinson. Mr. Odit stated the Town applied for three bike/pedestrian
91 grants and were awarded all three, which include: the design and construction of the next phase of Mt.
92 Mansfield Multi-modal Path; the small construction grant for rapid flashing beacons and raised crosswalk in
93 Jericho Center; and the scoping funds to look at a multi-use path along Route 15 from Griswold to Riverside. The
94 Selectboard members and Mr. Odit discussed the matter further.

96 **5. Review Town Hall Prioritized Improvements List.**

97 Mr. Odit stated John Alden has provided the Town with a prioritized list of improvements for the Town Hall. He
98 read the listing with estimates, as follows:

- 99 1) Repair wood trim, leave vinyl in place - \$32,000.
- 100 2) Repair Bell Tower - \$50,000.
- 101 3) Replace first floor windows - \$65,000.
- 102 4) Repair chimney and roof - \$5,000.
- 103 5) Remove vinyl and repair or replace - \$35,000-\$170,000.

104
105 Mr. Odit said the intent is not to do all of the work at once, but to do it in phases and be able to phase it into the
106 Capital Budget. He stated the Fiscal Year 2015 (FY15) audit is nearly complete and it looks like we will end FY15
107 with a little over \$700,000 in the unreserved fund balance. He discussed some possibilities in managing the
108 excess unreserved fund balance to allow some projects to occur and some funds to be used for the Town's share
109 of grant projects that have been awarded. Ms. McMains asked about potential grant funding for the Town Hall
110 projects. Mr. Odit agreed that is a possibility.

111
112 Ms. Mercer said she doesn't understand why it would cost \$50,000 to repair the Bell Tower. Mr. Odit stated it is
113 structural work. Ms. McMains added that it is rotting away. The Selectboard and Mr. Odit discussed the matter
114 further, noting these are estimates based on what was observed at the time the renovation was done. Mr.
115 Bartlett discussed his involvement in renovations on the Town Hall approximately 35 years ago, including the cost
116 at that time. The Selectboard members, Mr. Odit, and Mr. Bartlett discussed the matter further, including the
117 possibility of building a replacement Bell Tower on the ground and hoisting it into place.

118
119 Mr. Odit said the list is prioritized with estimates and suggestions for funding, noting it could be discussed further
120 during the Capital Budget process. He said unless he hears otherwise, he will include some of this work in his
121 draft of the budget. He and the Selectboard discussed the matter further, including the possibility of getting a
122 more detailed list of work that needs to be done to the Bell Tower.

123
124 **6. Discussion of Chittenden County Transit Authority (CCTA) Fiscal Year 2017 (FY17) Budget Request.**

125 Mr. Odit stated that when the bus route started it was 100% grant funded. He discussed how the Town treated
126 the route in the budget to prepare for funding after the grant period ended. He suggested using the reserved
127 funding accumulated for future years to reduce the impact of funding the first two years. Ms. McMains said it is
128 pretty exciting the route is successful. Ms. Mercer asked about the numbers on the next two pages. The
129 Selectboard and Mr. Odit discussed Jericho ridership information and the budget request further. Mr. Odit noted
130 that CCTA will come back to talk about the budget and ridership. He and the Selectboard members discussed
131 the matter further. The Selectboard agreed with Mr. Odit's recommendation for applying the reserved funds
132 over the next two years.

133
134 **7. Other Business.**

135 Mr. Odit stated he received an application for a special event. He said the 14th Star Brewing Company will be
136 doing a tasting at Jolley on October 15th with two ounce samples. The Selectboard members discussed the
137 matter with Mr. Odit.

138
139 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard authorized 14th Star Brewing Company**
140 **to have a tasting at the Jolley on October 15, 2015 from 4 p.m. to 7 p.m.** The motion passed 2-0.

141
142 Ms. Mercer asked about scheduling a walk across the new pedestrian bridge. Mr. Odit and the Selectboard
143 members discussed dates, agreeing to hold the walk on October 12th at 5 p.m. Mr. Odit suggested having people
144 gather at the Town Hall and walk down. Ms. Mercer agreed to post the event on Front Porch Forum.

146 Ms. McMains said on Friday, October 30th there will be a reception for artists for the shades of red display from 5
147 to 7 p.m. at the Town Hall. Mr. Odit said the reapplication for the Village Center designation for the Riverside
148 area was approved. He also said the sidewalk construction in Jericho Center should wrap up in a couple of
149 weeks.
150
151 Mr. Bartlett discussed concerns about some dead trees beside Lee River Road, saying he mentioned them at a
152 meeting several weeks ago. He said we are coming into windy weather and they could be dangerous. He and
153 Mr. Odit discussed the location of the trees. Mr. Odit agreed to contact the Road Foreman and thanked Mr.
154 Bartlett for the reminder.
155
156 Mr. Odit said the streetlight pole was finally moved that Mr. Lacy inquired about. The Selectboard members said
157 that is great.
158
159 **8. Approve Minutes of 9/3/2015.**
160 The Selectboard tabled approval of the minutes.
161
162 **9. Approve Warrants of 9/4/2015 and 9/18/2015.**
163 The Selectboard members present signed the warrants.
164
165 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard entered Executive Session to discuss**
166 **real estate at 8:10 p.m.** The motion passed 2-0.
167
168 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard exited Executive Session at 8:30 p.m.**
169 The motion passed 2-0.
170
171 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard adjourned at 8:31 p.m.** The motion
172 passed 2-0.
173
174 Respectfully Submitted,
175 Amy Richardson

1 **Minutes 10/22/2015**

2
3 **Selectboard Meeting**
4 **October 22, 2015 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Kim Mercer (Chair), Catherine McMains

8
9 **Others present:** Todd Odit (Town Administrator)

10
11 The public hearing was called to order by Ms. Mercer at 7:01 p.m.

12
13 **1. Public Comment.**

14 There was none.

15
16 **2. Award 2015-2016 Sidewalk Snowplowing Bid.**

17 Mr. Odit stated the Town received three bids, noting the budget is \$14,000. He discussed the bids received,
18 saying that after discussing the bids with the Highway Department and staff, they recommend accepting the bid
19 from Neil Villeneuve. The Selectboard and Mr. Odit discussed the bids and staff's recommendation further,
20 including the equipment involved and logistics.

21
22 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard accepted the bid from Neil Villeneuve**
23 **doing business as All Seasons Property Maintenance for our sidewalk snowplowing at a cost of \$13,500.** The
24 motion passed 2-0.

25
26 The Selectboard and Mr. Odit discussed the bidding and request for proposal process.

27
28 **3. Review Bridge and Culvert Inspection Proposal.**

29 Mr. Odit said he has been working on the draft Capital Budget and would be meeting with the Regional Planning
30 Commission (RPC) tomorrow to go over what they have. He said the gravel road inventory has been done, so
31 they would discuss that as well as paving. He said one of the big pieces of the budget is maintenance and repairs
32 to bridges and larger culverts. Mr. Odit explained the Town receives inspection reports from the State on bridges
33 that are 20' or greater in length, noting there are 17 of them, but smaller bridges are not inspected. He said the
34 culvert inventory has been done and the issue now is what we should do and when.

35
36 The Selectboard and Mr. Odit discussed the current process and possible steps to take going forward. Mr. Odit
37 suggested developing a repair or replacement matrix to be used in the Capital Budget. The Selectboard and Mr.
38 Odit discussed the matter further, including the cost of the proposal and the timing. Mr. Odit noted the
39 inspection would be fully funded by the Town, noting what is available in the budget.

40
41 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard accepted the proposal from McFarland**
42 **Johnson for bridge and culvert inspection and maintenance/repair/replacement schedules to be done this fall**
43 **and not to exceed \$25,000.** The motion passed 2-0.

44
45 **4. Authorize Highway Pickup Truck Purchase.**

46 Mr. Odit said it is time to replace the Town pickup. He discussed the money budgeted and the details of the
47 purchase, including the differences between the pickups compared. He and the Selectboard members discussed
48 the matter further.

50 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard authorized the purchase of a Chevrolet**
51 **Silverado 3500HD for \$37,514.** The motion passed 2-0.

52

53 **5. Approve Minutes of 9/3/2015 and 10/1/2015.**

54 The Selectboard tabled approval of the minutes from 9/3/2015. On a **motion** by Ms. McMains, seconded by Ms.
55 Mercer, **the Selectboard approved minutes from 10/1/2015 as amended.** The motion passed 2-0.

56

57 **6. Other Business.**

58 Ms. McMains asked if Mr. Grandchamp submitted the letter of interest, saying he was collecting signatures to run
59 for the position with the Jericho Town Library. Mr. Odit said he would follow up. Ms. McMains asked for an
60 update on the unregistered dogs, saying we were down to one. Mr. Odit said he would follow up and update the
61 Selectboard. They discussed the matter further.

62

63 Mr. Odit asked to have Sandra Costes appointed the alternate E911 Coordinator, discussing the rationale. Ms.
64 Mercer asked that it be added to the next agenda and Mr. Odit agreed.

65

66 Ms. McMains stated the State is still taking comments on its Comprehensive Energy Plan from the public, holding
67 meetings across the State. She said Peter Keating will be at the Town Hall tomorrow night to discuss the active
68 transportation plan for those who are interested. The Selectboard members discussed the meeting and whether
69 it had been posted on Front Porch Forum. Ms. McMains noted that for anyone who cannot attend the meeting,
70 the RPC's website has a link to an interactive map to post issues or to draw paths that are important for
71 interconnectivity. She said October 30th from 5 to 7 p.m. there will be an artist's reception at the Town Hall,
72 including refreshments.

73

74 Mr. Odit said draft budget information will be forthcoming, discussing the current status.

75

76 **7. Approve Warrants of 10/16/2015.**

77 The Selectboard members present signed the warrants.

78

79 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard adjourned at 7:23 p.m.** The motion
80 passed 2-0.

81

82 Respectfully Submitted,
83 Amy Richardson

**Selectboard Meeting
November 5, 2015 at 7:00 p.m.
Jericho Town Hall, 67 Vermont Route 15**

Members present: Kim Mercer (Chair), Catherine McMains, Tim Nulty

Others present: Todd Odit (Town Administrator), Amy Richardson (Secretary), Charlie Baker, Nick Warner, Stuart Alexander, Robin Bartlett, Norma Blades, Sonja Schuyler

The public hearing was called to order by Ms. Mercer at 7:02 p.m.

1. Public Comment.

Mr. Alexander asked about two quasi public events, the walk to the pedestrian bridge and the pumpkin glow. Ms. Mercer explained the rationale for the walk to the pedestrian bridge, saying it was put together quickly and was done so to mark its completion. She said about twenty people attended and a picture was sent to the press. She stated the pumpkin glow is an annual event which the Town has never gotten involved in, noting they have discussed traffic concerns. Mr. Alexander said his concern last year was the pedestrians and the vehicles on the road in the dark. The Selectboard members discussed efforts to address the concerns. Mr. Odit stated it is a private event that is not under Town regulation. The Selectboard members discussed the event further, noting it is a private event and the Town is only involved if a permit is required or there is a road closure.

Ms. Blades asked about a sidewalk on this side of Town all the way up to the bank instead of Jericho Center. Mr. Odit said the Town received three bike/pedestrian grants. He discussed the grants, noting the initial stage of scoping is in the works for a path along Route 15 to the Riverside area. Ms. Mercer said we are making progress and it is on the radar.

Mr. Bartlett asked about the discussion of the bell tower a couple of meetings ago. Ms. Mercer said the Town Hall improvements will be discussed under Capital Budget on the agenda. Mr. Bartlett stated he has taken a good look at the building and is trying to understand why we are talking about replacing the siding and windows. Ms. McMains stated it would be discussed under Capital Budget.

Mr. Odit announced that Cubby Blades of the Highway Department has retired. He read a resolution in appreciation for Mr. Blades that will be signed by the Selectboard members and the Town Administrator.

2. Discussion of Regional Planning Commission (RPC) - Charlie Baker.

Mr. Baker thanked the Selectboard for time on their agenda. He said he likes to stop in every year or so to check in with the Town, noting he provided the RPC's annual report. He discussed the RPC's efforts in Jericho, including the list of projects and other efforts they are involved in. Mr. Baker asked the Selectboard if they had any comments or concerns. He thanked the Town for sending Ms. McMains to them, saying she is a big contributor. Ms. Mercer agreed, thanking Ms. McMains. She stated the records need to be updated since Ms. Murray left and Ms. Sonnick has been hired. Mr. Baker said he would look into it.

Ms. McMains expressed appreciation for the Transportation and Bike/Pedestrian Plans, saying they will help with the Capital Budget. Mr. Baker said they have been working on the Capital Improvement Plan, asking if that has been helpful. Mr. Odit responded it has, saying it is still in process. Mr. Baker stated he is open to feedback. He noted some of the things coming up in other towns and around the county, including legislative activity and a new committee formed. He said the concept of shared services is being discussed among some towns. The Selectboard thanked Mr. Baker.

51 **3. Winooski Valley Park District - Nick Warner.**

52 Mr. Warner distributed some pictures to the Selectboard and introduced Ms. Schuyler. He said they are also
53 checking in with the Town and appreciate the time. He said the report is self-explanatory, but it gives people an
54 idea of what they do; what they are thinking about doing; and some specific benefits to the Town of Jericho over
55 the past year. Mr. Warner noted some different projects and events, saying they are funded by a formula. He
56 said this year they are asking for slightly less money, noting the formula is based on the Grand List and
57 population. He said they have increased their revenue stream, discussing how it increased and the impact on
58 funding requests to towns.

59
60 Mr. Warner stated they have a dynamic Board from seven different towns. He said they have been a model for
61 pooling resources for a number of years. He asked if the Selectboard had any concerns or questions. Ms.
62 McMains said they did some nice work at the Old Mill Park. Mr. Warner, Ms. Schuyler, and the Selectboard
63 members discussed erosion. Ms. Mercer asked about the camp, saying she is shocked that is revenue making
64 since it is incredibly affordable. Mr. Warner said it is not uncommon for camps to be revenue generators for non-
65 profits. He discussed how the fee was determined, noting they received a grant that gave them a jump start. He
66 also discussed staffing, which includes an AmeriCorps staff position, volunteers, and staff wearing multiple hats.
67 Ms. Schuyler stated that the Board felt it is part of their mission to make something affordable, saying they are
68 not out to make money, but it does and it allows them to use the assets to further their mission. Ms. Mercer and
69 Mr. Warner discussed camps further. Mr. Nulty discussed kids growing up, past and present. The Selectboard
70 thanked Mr. Warner and Ms. Schuyler.

71
72 **4. Review Draft Fiscal Year 2017 (FY17) Capital Budget.**

73 Mr. Odit gave an overview of the draft Capital Budget, noting there are a couple of things that are in process: the
74 gravel road inventory; and the inspection of all bridges and some larger culverts which will result in a five to ten
75 year maintenance plan that will be included in the budget. He discussed the items included in the draft Capital
76 Budget, noting the rationale and funding sources. Ms. McMains said it will be interesting to see the inspection
77 of culverts. Mr. Odit stated the RPC is helping prioritize projects. He continued the discussion of the budget. He
78 and the Selectboard members discussed trade-in for equipment that will be replaced. Mr. Odit discussed the
79 approach to budgeting for equipment and the use of the related reserve funds. He and the Selectboard
80 members discussed the projected use of the reserve funds in the coming years. He then continued discussion of
81 the budget. The Selectboard members and Mr. Odit discussed placeholders for various projects in the budget
82 and the use of the scoping study.

83
84 Mr. Odit said during a previous meeting there was a discussion about the report and architect recommendations
85 for Town Hall improvements, noting there is \$100,000 to spend on them. He said the priorities are to repair the
86 wood trim and replace the first floor windows. Ms. McMains agreed it makes sense to do the trim with the
87 windows. She explained why the windows need replacing, saying the siding isn't being touched for a long time.
88 The Selectboard and Mr. Bartlett discussed needed improvements to the Town Hall building. Mr. Bartlett
89 suggested using a crane to move the bell down off the building into a gazebo where people could see it. He said
90 there will be more information forthcoming on the Capital Budget.

91
92 **5. Approve Minutes of 9/3/2015 and 10/22/2015.**

93 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard approved minutes from 9/3/2015 as**
94 **written.** The motion passed 2-0; Ms. McMains abstained. On a **motion** by Ms. McMains, seconded by Ms.
95 Mercer, **the Selectboard approved minutes from 10/22/2015 as written.** The motion passed 2-0; Mr. Nulty
96 abstained.

98 **6. Accept Jericho Country Market Sidewalk and Green Space Deeds.**

99 Mr. Odit said the Selectboard had reviewed the documents before, thought some changes were made. He stated
100 they were reviewed by the attorney. He said the documents are related to the Jericho Country Market
101 application. Mr. Odit said they were required to give the Town an easement for a sidewalk and an easement for
102 green space which allows general public use. He explained the rights and responsibilities under the easements.
103

104 On a **motion** by Mr. Nulty, seconded by Ms. McMains, **the Selectboard accepted the Irrevocable Offer of**
105 **Dedication for the green space related to the Jericho Country Market application and the associated easement**
106 **deed and the Irrevocable Offer of Dedication for the sidewalk easement.** The motion passed 3-0. On a **motion**
107 by Mr. Nulty, seconded by Ms. McMains, **the Selectboard authorized Mr. Odit to sign the documents in the**
108 **presence of a notary.** The motion passed 3-0.
109

110 **7. Other Business.**

111 Mr. Odit stated the sidewalk in Jericho Center is 99% done. He said the cedar rail fence needs to be installed, but
112 there was an issue with the supplier. Mr. Nulty said he thought they decided it wasn't needed. Mr. Odit said it is
113 needed, there is a drop off. The Selectboard and Mr. Odit discussed the project.
114

115 Ms. McMains said she saw a posting on Front Porch Forum about flat tires in the center with that bump. Mr.
116 Odit explained it was where the southern crosswalk is located and people were driving around the sign, off the
117 edge of road which created a pothole. He stated the pothole has been filled. The Selectboard and Mr. Odit
118 discussed the matter further. Ms. Mercer said she received a request to contribute to Front Porch Forum as
119 Town Officials, saying she would like to consider it since it is used so often to communicate information. Mr.
120 Nulty said he believes that is a for-profit company. Ms. Mercer said we wouldn't be able to do it then, noting it is
121 a service that everyone values. Mr. Nulty asked Mr. Odit to check into it further.
122

123 **8. Approve Warrants of 10/5/2015 and 10/30/2015.**

124 The Selectboard members present signed the warrants.
125

126 On a **motion** by Ms. McMains, seconded by Mr. Nulty, **the Selectboard adjourned at 8:11 p.m.** The motion
127 passed 3-0.
128

129 Respectfully Submitted,
130 Amy Richardson

1 **Minutes 11/19/2015**

2
3 **Selectboard Meeting**
4 **November 19, 2015 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Kim Mercer (Chair), Catherine McMains
8

9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Ruth Dunkley-McGowen, Chris
10 Forleo, Katie Michaud, Robert Grandchamp, Ryan Dudley, Susan Bresee, Bill Bresee, Therese Johansson, Aimee
11 Randall, Jim Adams, Kim Cleary, Mathew Champlin, Chuck Lacy, Mike Chiarella, Dan Manz
12

13 The public hearing was called to order by Ms. Mercer at 7:01 p.m.
14

15 **1. Public Comment.**

16 Mr. Odit said he met with vTrans today at the Raceway Road culvert. He stated they will lend us a temporary
17 bridge, which should be in by the first week of December. He noted the rental fee is \$50 per month and it will
18 buy us some time until we can replace it. Mr. Odit said only a couple more weeks and it will be back open to
19 traffic. The Selectboard and Mr. Odit discussed the matter further
20 MC - asked about the weight rating of the bridge
21 Mr. Odit -they said it should be able to take anything
22 Discussed safety concerns
23

24 **2. Jericho Center Library Interview.**

25 Ms. McMains stated Mr. Grandchamp made a great presentation at the Library. The Selectboard and Mr. Odit
26 discussed turnover on the Library Board of Trustees, noting the reasons. Mr. Grandchamp stated he is very
27 interested in serving on the Board. He and the Selectboard members discussed the position. Mr. Grandchamp
28 discussed his interests, experience, and volunteer activities. The Selectboard thanked him for volunteering.
29

30 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard appointed Robert Grandchamp to the**
31 **Jericho Town Library Board of Trustees.** The motion passed 2-0.
32

33 **3. Recreation Committee Interviews.**

34 Ms. Mercer provided some background, noting the following:

- 35 • A Recreation Task Force was formed.
- 36 • A Charter was approved for a new Recreation Committee.
- 37 • The committee will have seven to nine members.
38

39 Ms. Mercer said she had put her name forward to be a member of the committee, and though she is interested,
40 there are only two Selectboard members in attendance so she will not interview tonight. Ms. Dunkley-McGowen
41 asked about the role of the committee. Ms. Mercer discussed roles, responsibilities, meetings, etc. Mr. Odit
42 suggested it might be worth mentioning the genesis. Ms. Mercer said the intent is to bring cohesiveness to all of
43 the recreation opportunities in Town. She discussed examples of nearby towns and the rationale for forming the
44 committee. The Selectboard members discussed the matter further.
45

46 Mr. Dudley, a member of the task force, said it would be good to start with an inventory of what is already
47 available in Town. He discussed an example, saying there is a need to organize information. Mr. Odit stated
48 there is money in the current budget to conduct a recreation needs assessment. He said the funding is available
49 to inventory, poll residents, and determine how to move forward. Ms. Mercer discussed the matter further,

50 noting there is a lot of mention in the Town Plan regarding recreation, which is mentioned in the committee's
 51 Charter. She stated some of the goals in the Town Plan are not being focused on by any other committee.
 52

53 Ms Michaud discussed her interest in the committee, noting she is interested in contributing to new
 54 opportunities and organizing existing opportunities. She said she wants to volunteer in the community to build
 55 opportunities for kids. She discussed her interests and education.
 56

57 Mr. Dudley discussed his interest in the committee, noting family activities and work experience. He said there
 58 are a lot of opportunities we can have in our Town. He said there are 48 mentions of recreation in the Town Plan
 59 and this is a way to give all types of recreation a voice.
 60

61 Ms. Johansson discussed her interest in the committee, saying it is difficult to find recreation opportunities,
 62 which prompted her to volunteer. She expressed interest in seeing adult and other opportunities. She discussed
 63 her experience, including positions she has held as a volunteer. Ms. Johansson discussed the size of Johnson
 64 compared to Jericho, noting the college impact. She also discussed her recreation interests.
 65

66 Ms. Dunkley-McGowen discussed her interest in the committee, noting her experience. She said she would like
 67 to give back to the community. She discussed her roles in teaching various activities. Ms. Dunkley-McGowen
 68 asked if the Mobbs Committee is separate. The Selectboard members said the Mobbs and Trails Committee are
 69 separate. They discussed the matter further with Ms. Dunkley-McGowen. Mr. Odit noted this committee will be
 70 a good complement because the Mobbs Committee focuses on infrastructure, not on activities as much. Ms.
 71 Mercer, Ms. McMains, and Ms. Dunkley-McGowen discussed some possibilities.
 72

73 Ms. Cleary discussed her interest in the committee, saying it is a great opportunity to combine arts and
 74 community events together. She discussed her experience, including organizing events. She stated a once a
 75 month commitment is preferred.
 76

77 Mr. Forleo discussed his interest in the committee, saying he saw a lot of recreation opportunities in Jericho, but
 78 it is not very accessible. He discussed his background and experiences trying to find recreation opportunities.
 79 He also discussed his technology experience, noting he manages events each year. Mr. Forleo said this is a great
 80 opportunity and discussed his recreation interests.
 81

82 Ms. Randall discussed her interest in the committee, saying she was part of the Recreation Task Force. She
 83 stated her number one concern is communication, noting an example. She said she would love to have a hub
 84 with all of the activities and would like to leverage social media. Ms. Randall discussed her recreation interests,
 85 saying this could bring the community together.
 86

87 The Selectboard thanked all the candidates, noting they would talk in Executive Session, then vote to appoint the
 88 members. Mr. Odit said they would hear from him about the appointments.
 89

90 **4. Richmond Rescue.**

91 Ms. McMains stated we appreciate the extensive budgets. Mr. Chiarella introduced himself, discussing his role.
 92 He discussed Richmond Rescue, including the following:

- 93 • Who they are, volunteers and employees;
- 94 • Community programs and public outreach; and
- 95 • The designation as a Heart Safe Community.

96

97 Ms. Mercer said she thought the Town was keeping track of E911 markings. Mr. Chiarella discussed the Town's
 98 role in E911. He stated Richmond Rescue is transitioning to paramedic level of service in January, so they will be

99 able to treat more conditions. He said the budget was included in the packet. Mr. Chiarella discussed the
100 budget, highlighting the following:

- 101 • 50% of their income comes from billing;
- 102 • 30% is town contributions;
- 103 • 20% is donations, noting their fundraising efforts;
- 104 • The largest expense is payroll and benefits, saying health care has increased, same as most people;
- 105 • The Capital fund is about 15% to save for future purchases;
- 106 • The per capita expense \$8/person, with the other towns around \$17/person; and
- 107 • Total emergency services are about 1.3% of Jericho's overall budget.

108
109 Mr. Chiarella compared Richmond Rescue to Essex Rescue. He also discussed coverage of Richmond Rescue
110 versus Essex Rescue. Ms. McMains clarified the actual budget used net income, when it is really operating over
111 expenses. She asked if she is correct in assuming net income, minus loan payments is moved into the capital
112 reserve. Mr. Chiarella said yes. Ms. McMains said we don't see what is in the capital reserve. Mr. Chiarella said
113 there is approximately \$80,000 currently, noting they bought a truck last year. The Selectboard and Mr. Chiarella
114 discussed reserves. The Selectboard thanked Mr. Chiarella for his presentation.

115 116 **5. Essex Rescue.**

117 Mr. Manz, Executive Director, said he submitted the budget request and copy for the Town Report. He stated
118 they are requesting \$13,000 this year. He discussed their goal of reaching a common per capita rate among the
119 towns they serve, saying that should be achieved by 2019 with the continued support of all towns. Mr. Manz
120 said the request of \$13,000 brings Jericho to \$3.22 per capita and all of the towns are now within \$1 of each
121 other per capita. He said they have one of lower per capita rates because they are still very fortunate to have
122 high level of volunteers and their call volume is high, with more insurance billings which cover more costs.

123
124 Ms. Mercer clarified they average seven calls a day. Mr. Manz agreed. The Selectboard and Mr. Manz discussed
125 call response versus transport. Mr. Manz discussed staffing; saying on average there is a two hour turnaround
126 from initial call to when the ambulance is ready for the next call. He stated they continue to have this joint
127 position shared with Underhill-Jericho Fire Department (UJFD) and they appreciate the support. He said they are
128 doing some preliminary work looking at deployment models to make the coverage work as best as possible and
129 will be back to discuss the matter further at some point.

130
131 Mr. Manz discussed Essex Rescue operations and funding, noting they appreciate what all of the towns do for
132 them. He said the biggest invisible support they have is volunteer labor, which all covered towns benefit from.
133 Ms. Mercer said when corporations donate time they get a huge tax benefit, but people who donate time don't
134 get a benefit. The Selectboard and Mr. Manz discussed the matter further. Mr. Manz stated people are essential
135 and they are fortunate. He discussed other efforts they are involved in to reduce the incidents of falls, which
136 result in most of their non-transport calls.

137
138 Mr. Odit asked, out of the 243 calls they have responded to in Jericho, how many times has the ambulance left
139 from Underhill versus Essex. Mr. Manz said he could provide the exact number, but a minority came from the
140 Underhill station. He discussed the reasoning for this. Mr. Adams asked him to talk about first response. Mr.
141 Manz discussed first responders in Jericho, noting residents who participate. He said improving an outcome
142 doesn't have to do with when ambulance arrives, but when the first responders arrive. He discussed the matter
143 further.

144
145 Mr. Lacy asked for a more detailed description of staffing and what happens at the UJFD firehouse. Mr. Manz
146 discussed staffing further, including hours and rationale. Mr. Lacy clarified paramedics are highly trained. Mr.
147 Manz stated a paramedic is the highest trained. He discussed coverage with paramedics, including examples.

148 Mr. Odit asked who drives when an ambulance needs to go to Essex. Mr. Manz responded that it depends and
149 discussed some situations. Mr. Lacy and Mr. Manz discussed staffing further, including Jericho staffing for
150 evenings and weekends. Mr. Lacy asked about the point of having an ambulance at UJFD. Mr. Manz discussed
151 the benefits.
152
153 Mr. Lacy asked about volunteer recruitment. Mr. Manz said there are different clinical levels of training and
154 different categories of membership depending on the time commitment. Mr. Lacy asked if it is difficult to find
155 volunteers. Mr. Manz discussed volunteer recruitment and how new volunteers are incorporated into crews. Mr.
156 Lacy asked about the time commitment. Mr. Manz discussed the time commitment, which includes twelve hour
157 shifts, meeting attendance, and holiday shifts. Ms. Mercer clarified the volunteers are not paid. Mr. Manz
158 agreed and discussed the matter further.
159
160 Ms. McMains said it would be nice to know the other towns' per capita rates, saying Jericho was the highest for a
161 while. Mr. Manz said it will be the highest until they equalize the rate, saying the good news is the dollar growth
162 will be smaller per capita than other towns. Mr. Lacy asked if other towns have a Harry equivalent that they
163 provide. Mr. Manz said there is a different model for each town. He discussed request levels for other towns,
164 saying all the towns are within a \$1 per capita. The Selectboard thanked Mr. Manz for his time.
165
166 **6. Warn Town Plan Public Hearings.**
167 Ms. Mercer asked what is new. Mr. Odit said he provided the Town Plan and summary for the Selectboard
168 members to review. He said Katherine can attend the next meeting to give an overview after they have had a
169 chance to review the documents, allowing them time to read it and make note of any questions. Ms. Mercer
170 asked if the Planning Commission has been working on it. Mr. Odit responded that they have and they held a
171 public hearing Tuesday. The Selectboard and Mr. Odit discussed the matter further. They also discussed the
172 vacancies on the Planning Commission, noting there are already some candidates to be interviewed.
173
174 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard gave notice for public hearings for the**
175 **proposed 2016 Jericho Comprehensive Town Plan for December 17, 2015 at 7:00 p.m. and January 7, 2016 at**
176 **7:00 p.m. at the Jericho Town Hall.** The motion passed 2-0.
177
178 **7. Approve Minutes of 11/5/2015.**
179 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard approved minutes from 11/5/2015 as**
180 **amended.** The motion passed 2-0.
181
182 **8. Other Business.**
183 Ms. McMains said she has heard positive comments about the cedar railings along the sidewalk and has seen
184 people using the sidewalk. Mr. Odit agreed. The Selectboard and Mr. Odit discussed the new sidewalk and
185 fence. Ms. McMains stated the Regional Planning Commission (RPC) met last night and they will send an e-mail
186 looking for a list of accomplishments related to the ECOS Plan for 2015. She discussed some of the
187 accomplishments she mentioned at the meeting. Mr. Odit said he will respond to the e-mail. Ms. McMains
188 asked if there would be a meeting about the audit soon. Mr. Odit said sometime in December. Ms. McMains
189 said the RPC had their audit presentation last night. She discussed various accounting issuance that may impact
190 the Town.
191
192 **9. Approve Warrants of 11/13/2015.**
193 The Selectboard members present signed the warrants.
194
195 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard entered Executive Session to discuss**
196 **personnel at 8:35 p.m.** The motion passed 2-0.
197

198 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard exited Executive Session at 8:52 p.m.**
199 The motion passed 2-0.
200
201 On a motion by Ms. McMains, seconded by Ms. Mercer, the Selectboard appointed Katie Michaud – 2 year term,
202 Ryan Dudley – 3 year term, Therese Johansson – 2 year term, Ruth Dunkley – 3 year term, Kim Cleary – 1 year
203 term, Chris Forleo – 2 year term, Aimee Randall – 1 year term to the Recreation Committee. The motion passed
204 2-0.
205
206 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard adjourned at 8:55 p.m.** The motion
207 passed 2-0.
208
209 Respectfully Submitted,
210 Amy Richardson

**Selectboard Meeting
December 3, 2015 at 7:00 p.m.
Jericho Town Hall, 67 Vermont Route 15**

Members present: Catherine McMains (Chair), Kim Mercer, Tim Nulty

Others present: Todd Odit (Town Administrator), Amy Richardson (Secretary), Katherine Sonnick (Planner), Barbara Bedard

The public hearing was called to order by Ms. McMains at 7:01 p.m.

1. Public Comment.

There was none.

2. Planning Commission Interview - Barbara Bedard.

The Selectboard members interviewed Ms. Bedard for a vacancy on the Planning Commission (PC). Ms. Bedard discussed her background, experience, and interest in the position. Ms. Mercer emphasized the importance of representing the whole Town of Jericho, not just the community in which you live. The Selectboard members and Ms. Bedard discussed the planning needs in Town. Mr. Nulty discussed the settlement history in Town. The Selectboard and Ms. Bedard discussed representation on Town committees and Boards, noting there is a concentration of people who live in Jericho Center. The Selectboard thanked Ms. Bedard for her interest. Mr. Odit stated the Selectboard will discuss the appointment later and he would notify her tomorrow.

3. Review of Town Plan Updates.

Ms. Sonnick gave an update on what has changed in the Town Plan, noting the following:

- The PC held a public hearing last month.
- The PC conducted a survey early this year with close to 300 responses.
- One of the goals of survey was to find out what people thought about the Commercial District.
- The planning grant will help determine the right uses in the Commercial District.
- The last update to the Plan was a little over a year ago, addressing two specific things.
- This update addresses the five year requirement, with a thorough review of each chapter.
- New and revised implementation tasks.
- Chapters are required by statute, noting what information was updated and the sources used.
- Land Use Chapter: Changed the names of a couple of the districts and the description of the Commercial District in the Town Plan. Included descriptions of the overlay districts.
- Natural Resources Chapter: Rewritten with the assistance of the Conservation Commission, using updated and new studies that have been conducted.
- Housing Chapter: Added updated statistics and information.
- Education and Child Care Chapter: Updated to reflect the change in the school district and state requirements.
- Transportation Chapter: Rewritten using new studies and plans.
- Utilities, Facilities, and Services Chapter: Updated with new committees, plans, and statutes.
- Energy Chapter: The Energy Task Force (ETF) assisted with the update.
- Implementation Chapter: Summarizes all implementation strategies; added responsible parties; and strategy.
- Public Hearing: A PowerPoint presentation to present changes visually.

49 Ms. Mercer asked about outreach for the public hearing. Ms. Sonnick discussed where the notice was posted.
50 The Selectboard members and Ms. Sonnick discussed the limiting factors in the Commercial District for future
51 development. Ms. McMains said she likes the implementation talk in terms of zoning with the neighborhood
52 characteristics definition because it is difficult for the Development Review Board (DRB) when it was unclear.
53 Ms. Sonnick stated the important next step is to implement the Town Plan changes in the zoning regulations.
54 Ms. McMains said recently the Regional Planning Commission (RPC) had a presentation on housing, saying senior
55 housing is one of the largest needs going forward. The Selectboard and Ms. Sonnick discussed the needs and
56 interests in senior housing. Ms. Sonnick noted there is also a need for housing for young families.

57
58 Ms. McMains said she has heard discussions that Huntington may reconsider the vote regarding the school
59 district. She asked if the Town Plan would need to be updated if that happened. Ms. Sonnick responded not
60 immediately, but the next time it is updated it would need to be addressed. Ms. Mercer asked about direct
61 references. Ms. Sonnick said when viewing the Town Plan online there are hyperlinks; there are also footnotes
62 to show where to go to view the information referenced and a notation that the information is available in the
63 Town offices. Ms. Mercer and Ms. Sonnick discussed Act 148 and the Town's role. The Selectboard members
64 and Mr. Odit discussed the matter further, including costs and examples. Ms. Sonnick said the Town Plan
65 presents the facts and the vision, saying it is the perfect place to add an implementation strategy if it is
66 something we want to look into. Ms. Mercer agreed to send some draft language to Ms. Sonnick to be included.

67
68 Ms. McMains said the Town Plan went to the RPC's Planning Advisory Committee, asking if there was any
69 feedback. Ms. Sonnick said it went well and the feedback was incorporated, noting there were no concerns. Mr.
70 Nulty mentioned the idea of burying wires when building or rebuilding roads and sidewalks. The Selectboard
71 members and Mr. Odit discussed the matter further. Mr. Nulty suggested having the Town Attorney review the
72 updates to ensure the language makes it enforceable should there be another court case in the future. Mr. Odit
73 agreed to have the Plan reviewed. The Selectboard members and Mr. Odit discussed the matter further.

74
75 The Selectboard thanked Ms. Sonnick for her hard work. Mr. Odit said there will be another interview at the next
76 meeting for the other PC vacancy. The Selectboard members and Ms. Sonnick discussed the candidate's
77 background and interview with the PC.

78
79 **4. Discuss Fiscal Year 2017 (FY17) RPC Work Program Request.**

80 Mr. Odit said the RPC work program is available and he is recommending scoping Dickinson Street for a final time
81 in regards to street types in the Character Based Code and the network of streets within the parcel. He said the
82 study would be looking at the whole traffic flow of Route 15, Dickinson Street, and Park Street. The Selectboard
83 and Mr. Odit discussed the opportunity, including the Town funding match. Ms. Mercer asked if it is something
84 we can piece together from all of the documents we have, noting the different studies and plans that have been
85 completed. Mr. Odit explained the rationale, saying the studies already done would be utilized.

86
87 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard authorized applying for \$40,000 in**
88 **Regional Planning Commission funds to scope the reconfiguration of Dickinson Street and a network of**
89 **interior streets in compliance with the Riverside Character Based Code.** The motion passed 3-0.

90
91 **5. Recreation Committee Appointment.**

92 On a **motion** by Mr. Nulty, seconded by Ms. McMains, **the Selectboard appointed Kim Mercer to the Recreation**
93 **Committee.** The motion passed 2-0; Ms. Mercer abstained.

94
95 The Selectboard members discussed the new committee and the interviews held at the previous meeting. Ms.
96 Mercer said it is a diverse group of people, noting the background and the interests of the committee members.
97 Ms. McMains said the common concern was the difficulty in finding out what is going on, saying there is money
98 in the budget for a recreation needs assessment. Ms. Mercer discussed the vision for the committee.

99 **6. Approve Minutes of 11/19/2015.**
100 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved minutes from 11/19/2015 as**
101 **written.** The motion passed 3-0.
102
103 **7. Other Business.**
104 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard appointed Barbara Bedard to the Jericho**
105 **Planning Commission term expiring Fiscal Year 2018.** The motion passed 3-0.
106
107 Mr. Odit updated the Selectboard on Raceway Road, saying a temporary bridge will be replacing the culvert. He
108 discussed the potential timeline, noting the rental is \$60 a month. Mr. Nulty thanked Mr. Odit for hiring Ms.
109 Sonnick; Ms. McMains and Ms. Mercer agreed.
110
111 **8. Approve Warrants of 11/25/2015.**
112 The Selectboard members present signed the warrants.
113
114 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard adjourned at 8:31 p.m.** The motion
115 passed 3-0.
116
117 Respectfully Submitted,
118 Amy Richardson

**Selectboard Meeting
December 17, 2015 at 7:00 p.m.
Jericho Town Hall, 67 Vermont Route 15**

Members present: Catherine McMains (Chair), Kim Mercer,

Others present: Todd Odit (Town Administrator), Amy Richardson (Secretary), Katherine Sonnick (Planner), Brian Stevens, Susan Bresee, Wayne Howe, Robin Bartlett, Stuart Alexander, Jessica Alexander, Mathew Champlin, Katrina Delabrier, Lela McCaffrey

The public hearing was called to order by Ms. McMains at 7:02 p.m.

1. Public Hearing - Town Plan Update.

Ms. Sonnick said she would make a presentation on the changes to the Town Plan. She introduced Ms. Bresee, noting she is a member of the Planning Commission (PC). She summarized the changes, noting the following:

- Process to revise the updated Town Plan;
- Approval process;
- Town Plan Chapters and layout;
- Overview of chapters and key areas, things valued, in each;
- Changes to the chapters, noting rationale; and
- The next steps in the process.

Ms. Alexander asked about solar farms, saying there have been issues in other towns and it sounds like the Public Service Board (PSB) makes the decision versus the Town. She asked how the Town Plan fits with that. Ms. Sonnick discussed how projects are approved, including the Town's role. She said the update included some language for scenic areas, but that is more likely to impact wind turbines or telecommunication towers. Ms. Mercer said that is a great question, she has heard a lot about that and how towns are feeling powerless. Ms. Sonnick discussed the matter further.

Mr. Stevens asked what sort of authoritative impact the Town Plan has when areas of Town governance are in conflict with it. Ms. Sonnick stated it is more of a guidance document, the vision. She explained the Plan is used in trying to move forward in agreement towards things, discussing the matter further. Ms. Bresee added that the magic happens in the implementation, talking about how the Town Plan sets the structure and is implemented.

Ms. McMains closed the first public hearing on the Town Plan update and called the regular Selectboard meeting to order at 7:25 p.m.

2. Public Comment.

There was none.

3. Planning Commission Interview - Katrina Delabrier.

The Selectboard members interviewed Ms. Delabrier for a vacancy on the Planning Commission (PC). Ms. Delabrier discussed her background, experience, and interest in the position. The Selectboard members and Ms. Delabrier discussed the position further, including: planning needs in Town, possibilities for increasing public input, and strategies for handling conflict. The Selectboard thanked Ms. Delabrier for her interest. Mr. Odit stated the Selectboard will discuss the appointment later in the meeting and he will notify her tomorrow.

50 **4. Presentation of Fiscal Year 2015 (FY15) Audit.**

51 Ms. McCaffrey stated an unmodified opinion was issued, which is the standard report. She said there were no
52 major concerns. She said the biggest thing in FY15 is the big swing in property taxes, budget to actual, due to
53 collecting on delinquent taxes. Ms. McCaffrey said the grants are difficult to budget due to timing issues and
54 have the largest budgetary swings. She noted GASB 68 (Government Account Standards Board), the new
55 pension reporting came into play with this report. She explained the differences due to the updated guidance.

56
57 Ms. McCaffrey said the biggest estimates in the report are the useful life estimates. She discussed the impact of
58 GASB 68 on the prior period. She also discussed the adjustments, including the recording of receivables; and the
59 deferred taxes. Ms. McCaffrey discussed the purchase of property at tax sale entries, how they were made and
60 what will need to be done after the redemption period. Mr. Odit stated the property wasn't redeemed, so it is
61 ours. Ms. Mercer and Ms. McCaffrey discussed the role of the new tax collection schedule and when that would
62 be reflected in the financial statements.

63
64 Ms. McMains said we are very fortunate to have staff that is on top of this. Ms. McCaffrey agreed, saying there
65 were no other concerns and the audit went smoothly. Ms. McMains said putting the management letter into the
66 Town Report as a way of getting more information out to the taxpayers is being considered. Ms. Mercer agreed
67 that is a great idea. Ms. McCaffrey discussed how to present the information in a Town Report. The Selectboard
68 and Ms. McCaffrey discussed the matter further. The Selectboard thanked Ms. McCaffrey.

69
70 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard acknowledged receipt of the Town's**
71 **FY15 audit as prepared by Fothergill, Segale & Valley; including the management letter, for the period ending**
72 **June 30, 2015.** The motion passed 2-0.

73
74 **5. Discuss Town Plan Updates.**

75 Ms. Sonnick said at the previous Selectboard meeting Mr. Nulty thought the Commercial District language may
76 not be strong enough. She said she spoke to the Town attorney about the language, who suggested that we
77 include the language that was put in the zoning regulations at the last go round. She said the Planning
78 Commission (PC) reviewed the language on Tuesday and agreed on similar language that may be a little clearer
79 from language the State has.

80
81 Ms. Sonnick said the PC had one other suggested change, using suburban strip development instead of urban
82 strip development. She discussed the reasoning. She said the Energy Task Force met last week and provided
83 some clarifying language, noting the changes. The Selectboard and Ms. Sonnick discussed some other needed
84 edits in the document. Ms. McMains and Ms. Mercer both said they like the way the document reads, noting it
85 is really clear.

86
87 Ms. McMains stated she received a comment from someone regarding wetlands. She said the person suggested
88 replacing the word "should" with "shall" in regarding to protection of the buffer areas, which is much stronger.
89 She said it is very important to protect the ecosystems in those areas. Ms. Sonnick clarified the change is specific
90 to Class I and Class II; Class III can stay "should". Ms. McMains agreed. She discussed the Mill Brook Access Area
91 that belongs to Fish and Wildlife.

92
93 Ms. Mercer said she failed to send any proposed language for Act 148 involvement or possible action. She asked
94 if it will slow us down to do so before the next meeting, noting she doesn't have a specific proposal for the Town.
95 She said the Town should or could be open to community-based composting. Mr. Odit and Ms. Sonnick discuss-
96 ed what changes require the document to go back with an extra hearing. Ms. Sonnick discussed how it could be
97 included.

Ms. McMains stated it is really terrific how much was added to the implementation tasks, discussing an example. She noted some needed edits in various sections of the document. She asked if Browns Trace Road is a four-lane road. Mr. Odit responded that it is. Ms. McMains said that should be clarified in the language about roads through the Village Centers. She, Mr. Odit, and Ms. Sonnick discussed the matter further.

Ms. McMains added that the Recreation Committee has been formed, with a charter and appointed committee members. Ms. Mercer noted that the Recreation Committee was not included as a responsible party for implementation tasks, though there are a lot of references to recreation. Ms. Sonnick agreed to take a look at that. Ms. McMains stated the Treasurer position is not elected, it is appointed. Ms. Sonnick asked the Selectboard members to let her know if they identify any other needed edits.

On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard amended the Town Plan as discussed, including the following: the Commercial District; Energy Task Force information; wetlands; and the Treasurer position.** The motion passed 2-0.

6. Presentation of Fiscal Year 2017 (FY17) Budget.

Mr. Odit presented the Selectboard budget binders, noting he had previously provided the draft Capital Budget, which is also included in the binder. He explained what is included, noting the Selectboard typically schedules a work session. The Selectboard and Mr. Odit discussed the binder, including what information in the Capital Budget had been updated.

Mr. Champlin asked about the income line item from General Dynamics. Mr. Odit said they pay us for plowing. Mr. Champlin suggested requesting more money because they get fire protection and pay nothing for that. He discussed the differences in between the National Guard and General Dynamics. Mr. Odit said we may recommend that we stop plowing for them.

Mr. Champlin asked about the unmandated line item for tennis court maintenance, suggesting that the Recreation Committee manage that item now. Ms. Mercer said the committee hasn't met yet. The Selectboard, Mr. Odit, and Mr. Champlin discussed the matter. Mr. Odit clarified that the check goes to the school for the maintenance. Mr. Champlin withdrew his question, saying that if the money goes to the school, he can participate in their public process. The Selectboard, Mr. Odit, and Mr. Champlin discussed the matter further. Ms. Mercer agreed that would be a good project for the Recreation Committee in the future. Ms. McMains noted there will be a public hearing to discuss the budget further.

7. Warn FY17 Capital Budget Public Hearing.

On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard warned a public hearing on the proposed FY17 Capital Budget for Thursday, January 7, 2015 at 7:30 p.m. at the Jericho Town hall.** The motion passed 2-0.

8. Grand List Errors and Omissions.

Mr. Odit explained the reasons for the changes. The Selectboard and Mr. Odit discussed the Grand List errors and omissions.

On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard accepted** the errors and omissions list for 2015 that outlines the changes on the Grand List, as approved by the Listers. The motion passed 2-0.

9. Approve Minutes of 12/3/2015.

On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved minutes from 12/3/2015 as amended.** The motion passed 2-0.

149 **10. Other Business.**

150 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard appointed Katrina Spaulding to the**
151 **Jericho Planning Commission term expiring 2017.** The motion passed 2-0.

152

153 **11. Approve Warrants of 12/11/2015 and 12/15/2015.**

154 The Selectboard members present signed the warrants.

155

156 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard adjourned at 8:28 p.m.** The motion
157 passed 2-0.

158

159 Respectfully Submitted,

160 Amy Richardson

**Selectboard Meeting
December 22, 2015 at 7:00 p.m.
Jericho Town Hall, 67 Vermont Route 15**

Members present: Catherine McMains (Chair), Kim Mercer, Tim Nulty

Others present: Todd Odit (Town Administrator), Andrew Stevens, Mathew Champlin, Tim Clark, Jim Adams, Dan Manz, Bill Bresee, Chuck Lacy, Matt Thomson (via phone), Johannes Jobst.

The meeting was called to order by Ms. McMains at 7:01 p.m.

1. Public Comment.

Mr. Lacy provided an update of the Fire Services Task Force and discussed with the Selectboard his opinion that the Selectboard needs to own and support the UJFD budget as if it were theirs.

2. Discussion of UJFD Budget Proposal.

Ms. McMains gave an overview of the history of rescue services going back to 2007 when the first full-time UJFD employee was hired. She stated that the overall goal of the Selectboard was to provide residents with better rescue services which was part of the reason for the UJFD hiring a second full-time employee. She explained that as part of the approval of the 2nd UJFD employee, the Selectboard said they would evaluate that arrangement. Because of recent budget discussions with UJFD and hearing from Richmond and Essex Rescue, the need to evaluate the rescue services was clear. Mr. Odit added that at that time, the specific goal was improving ambulance response times.

The Selectboard and members of the public then generally discussed response metrics, with the Selectboard ultimately requesting detailed data from UJFD and Essex Rescue so the Selectboard could review and interpret it.

Mr. Champlin from UJFD explained that UJFD and Essex Rescue had recently started discussions regarding rescue services and hoped to have a proposal for the Selectboard by town meeting. Following general discussion of rescue services, the Selectboard requested that a member of the Selectboard be involved in the rescue discussion of UJFD and Essex Rescue prior to them deciding on a recommendation. Mr. Champlin said he would need to check with the rest of the rescue committee members about the request before he could give an answer.

The Selectboard made no decisions regarding the UJFD budget proposal but agreed to schedule a presentation of the UJFD budget proposal at the Jan.7 Selectboard meeting. Several formatting changes were also requested. A future joint meeting with the Underhill Selectboard regarding the UJFD budget was also proposed at a date to be determined in Jan.

On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard adjourned at 8:31 p.m.** The motion passed 3-0.

Respectfully Submitted,
Todd Odit